ADVERTISEMENT

BOMBAY HIGH COURT

Technical Manpower on Contract Basis

Applications are invited from the eligible candidates for 26 Posts of Software Programmer (Developer/Coders) and 50 Posts of Data Entry Operator at Bombay High Court and its Benches at Aurangabad and Nagpur on contract basis from the e-Courts fund **for one year (12 months). The Selected candidates will be paid a fixed /consolidated fee and will not be entitled to any other Pay or Allowances. It is a full-time assignment and the candidates will not be allowed to take up any other assignment during the period of the contract.** The appointment may be extended as per then existing requirement of the High Court.

The link of online application will be available on the official website of the Bombay High Court at https://bombayhighcourt.nic.in **w.e.f. Friday, 23rd September 2022.**

The last date of submitting the online form shall be **Wednesday, 12th October 2022 till 5.00 pm.**

Note: - Only online application will be accepted. All the application submitted through email or by hand will be disqualified.

1) The Qualification and Eligibility for the post of Software Programmer and Data Entry Operator are as under: -

Sr. No.	Manpower Description with Qualification and Skillset Required	No. of Posts	Fees to be paid per month
1.	**Software Programmer (Developer/Coders)** (I) Must hold University Degree in Computer	26	Rs. 40,894/-

	Science / Application / Computer Management or equivalent degree with 1 year experience of actual programming. (II) Should have exposure to Linux / Unix Operating System, Object Oriented Programming, popular RDBMS. Preference would be given to programmers having exposure to web enables application using PHP / Perl / Python/ CSS / Java / Angular / Jquery / nodejs /React and/or frameworks like codeigniter / Laravel / Drupal and/or RDBMS like MySQL / PostgreSQL or NoSQL etc., API development, Core Networking or Server Administration.		
2.	**Data Entry Operator** (I) Must be a Graduate of any Recognized University in any faculty (preference will be given to a candidate who holds a Degree in Computer Science). (II) Must have passed Government Commercial Certificate Examination or equivalent examination conducted by Bureau of Government Examinations, Maharashtra State, or I.T.I. for English Typing speed Test of 40 words per minute. (III) Must have possessed Computer Certificate about proficiency in operation of word processors in Windows and Linux, in addition to M.S. Office, M.S. Word, Wordstar 7 and Open Office Org., obtained from any of the following Institutes:	50	Rs. 31,064/-

(a)Universities established under the Maharashtra Universities Act, 1994 (b) Goa/Maharashtra State Board of Technical Education (c) NIC (d) DOEACC (e) APTECH (f)NIIT (g) C-DAC (h) DATAPRO (i) SSI (j)BOSTON (k) CEDIT (l)MS-CIT or any other equivalent https://www.google.com/certificate issued by a Government recognized Institute.	

2) The candidates will be selected on the basis of educational qualification, experience and/or practical test, interview etc.

3) The candidates holding grades shall provide grades converted into percentage from the concerned Educational Institutions.

4) The list of eligible candidates and the date of interview will be published on the official website of the Bombay High Court at **https://bombayhighcourt.nic.in**.

5) At the time of interview, the eligible candidates shall submit two passport size photographs and the copies of Original Documents along with duly attested photocopies of the documents thereof as mentioned in the online application and proof regarding conversion of grades into percentage, if applicable for verification etc.

6) High Court may verify the documents submitted by the candidate from issuing authority.

List of location

Name of Location	Software Programmer (No. of Posts)	Data Entry Operator (No. of Posts)
Bombay High Court, Bombay.	10	30
High Court of Bombay Bench at Aurangabad.	10	10
High Court of Bombay Bench at Nagpur.	06	10
Total==>	**26**	**50**

Date: - 14th September 2022	Sd/- Registrar General High Court, Bombay.

Roles and Responsibilities

A) Software Programmer

1) The Software Programmer shall render the following services in the cloud based environment to the Bombay High Court Coding and debugging, Designing and testing computer programming structures, Troubleshooting system errors, Writing computer instructions, Managing database systems, Maintaining operating systems, Editing source-code, Profiling and Analyzing algorithms, Implementing build systems and Impart training to the Officers and Staff members of Bombay High Court and its Benches at Aurangabad and Nagpur.

2) The Central Project Coordinator / Registrar with the prior approval of the Hon'ble Registrar General may prescribe the duties of the Software Programmer by general or special order, from time to time and likewise, may provide for the subordination of, and internal relativity among the staff of Bombay High Court and its Benches at Aurangabad and Nagpur viz-a-viz Software Programmer.

3) The High Court may further specify, modify, add to or delete from the duties of the Software Programmer from time to time. Requirement of total number candidates for the post of Software Programmer for the High Court of Bombay shall be 26 as mentioned hereinbelow however as per order of merit the High Court reserves right to increase or decrease number of candidates reserved for the particular location without affecting the total strength of the candidates, if felt necessary.

B) Data Entry Operator

1) The Data Entry Operator shall render the following services to the Bombay High Court and its Benches at Aurangabad and Nagpur:
Prepares, Compiles, and sorts documents for data entry, Verifies and logs receipt of data, Transcribes source data into the required electronic format, Transfers information

from paper formats into computer files using keyboards, data recorders, or optical scanners, Performs high-volume data entry using word processing, spreadsheet, database, or other computer software, Verifies integrity of data by comparing it to source documents, Reviews data for errors, missing pages, or missing information and resolves any discrepancies, Maintains a filing system and protects confidential information, Performs regular backups to ensure data preservation, Responds to requests to retrieve data from the database or electronic filing system, Uses basic office equipment (photocopy machine, facsimile machine, etc.), Maintains a satisfactory level of quality and productivity as per Institution standards and Completes additional assigned tasks as required.

2) The Central Project Coordinator / Registrar with the prior approval of the Hon'ble Registrar General may prescribe the duties of the Data Entry Operator by general or special order, from time to time and likewise, may provide for the subordination of, and internal relativity among the staff of Bombay High Court and its Benches at Aurangabad and Nagpur viz-a-viz Data Entry Operator.

3) The High Court may further specify, modify, add to, or delete from the duties of the Data Entry Operator from time to time. Requirement of total number candidates for the post of Data Entry Operator for the High Court of Bombay shall be 50 as mentioned hereinbelow however as per order of merit the High Court reserves right to increase or decrease number of candidates reserved for the particular location without affecting the total strength of the candidates, if felt necessary.

Other Terms and Conditions

- **Age: -**

A person who must not be less than 21 years and more than 40 years of age, as on the date of publication of Advertisement shall be eligible for appointment as Software Programmer and Data Entry Operator.

Provided that, the upper age limit in the case of the candidates belonging to SC/ST and communities recognized as backward by the Government for the purpose of recruitment shall be 45 years.

- **Disqualification for appointment: -**

  No person shall be eligible for appointment as Software Programmer and Data Entry Operator: -

  (a) if he is not a citizen of India.

  (b) if he has been convicted of an offence involving moral turpitude, or he is or has been permanently debarred or disqualified by the High Court or the Union Public Service Commission or any State Public Service Commission from appearing for examinations or selections conducted by it; or

  (c) if he directly or indirectly influences the 'Selection Committee' by any means for his candidature; or

  (d) if he is a man, has more than one wife living and if a woman has married a man already having another wife: or

  (e) if he has more than two children.

Explanation - For the purpose of this clause, where a couple has only one child, any number of children born out of a single subsequent delivery shall be deemed to be one child.

- **Condition relating to suitability, fitness, and Character: -**

No person selected by the Selection Committee shall be appointed: -

(I) unless the Appointing Authority is satisfied that he is of good character and is in all respects suitable for appointment to the service.

- **Tenure: -**

(i)　All appointments to the post of Software Programmer and Data Entry Operator shall be on a contract basis.

(ii)   The tenure of Software Programmer and Data Entry Operator shall be for a period of one year and it may be extended.

- **Remuneration: -**

Remuneration shall be as per orders prescribed from time to time.

- **Termination: -**

1) The Appointing Authority may terminate the services of Software Programmer and Data Entry Operator at any time and without assigning any reason, with one month's notice or one month's pay in lieu thereof and upon such termination the Software Programmer and Data Entry Operator shall immediately cease to hold such office.

2) The Software Programmer and Data Entry Operator may also seek termination of service with one month's notice or by depositing one month's pay in lieu thereof.

- **Transfer: -**

1) The post of Software Programmer and Data Entry Operator shall be transferable in between Principal Seat of Bombay High Court and its Benches.
2) The appointing authority shall have the prerogative to transfer Software Programmer and Data Entry Operator at any time / at any location (i.e. Principal Seat of Bombay High Court and its Benches).

- **Training: -**

Every person appointed as a Software Programmer and Data Entry Operator shall undergo such training as may be prescribed by the High Court from time to time.

- **Leave: -**

The Software Programmer and Data Entry Operator shall be entitled to eight days leave in one calendar year.

- **Residuary Provision: -**

The condition of the service of the Software Programmer and Data Entry Operator for which no express provision is made shall be determined by the Committee of Judges of the Bombay High Court constituted by the Chief Justice of Bombay High Court, for such purpose when need arises.

Sd/-

Date: -   14th September 2022

Registrar General
High Court, Bombay